



APPROVED 11/20/12

**REGULAR MONTHLY MEETING
TUESDAY, OCTOBER 16, 2012 AT 6:00 P.M.**

1. Call to order at 6:02 p.m.
Recognition of Persons Present
Commissioners - Bill Baertlein; Bob Olsen; Jim Young;
Georgine Beveridge; Carolyn Decker
Staff – Michele Bradley, Aaron Palter, Josh Balmer
Day CPM – Eric Eckfield
Tillamook Lightwave – Paul Levesque, Greg Palser
Food Roots – Shelly Bowe, Taylor Larson
Oregon Department of Fish and Wildlife (ODFW) – Herman Biederbeck
Public – Gus Meyer
2. Public Comment – Mr. Gus Meyer asked where the asphalt for the Airport Runway Rehab was coming from. Ms. Bradley informed him that the contractor has a batch plant at Fallon Logging.
3. Consent Agenda **(Action)**
 - a. Approval of Prior Meeting Minutes of 9/18/2012 Regular Meeting – **Commissioner Olsen moved to accept the minutes as presented. Commissioner Decker seconded the motion. No discussion. Motion passed (5-0).**
 - b. Financial Report- **Tabled until 11/20/12 meeting.**
4. FEMA Alternate Projects – Mr. Eckfield showed photos and gave an update on the Port of Tillamook Bay's Federal Emergency Management Administration alternate projects. A general discussion followed.

5. Airport Update – Ms. Bradley gave a brief update on the Federal Aviation Administration’s (FAA) Airport Improvement Program (AIP) Runway Overlay Project. The project is almost at substantial completion, but won’t be until the final striping is done for the season. The contractor will return in the spring for a second coat and additional project work. She also gave a brief overview on the Airport Manager’s conference she had attended with the Airport Manager.
6. Industrial Park Update
 - a. Audit Update – Ms. Bradley informed the Board she had been notified by the auditor that they will not be able to have the audit closed in the timeframe they stated.
 - b. Futures Council Award Nomination – Ms. Bradley gave a brief overview of the award ceremony.
 - c. Senior Project Proposal – Ms. Bradley has been approached by a local senior from Tillamook High School. He would like to restore the tennis courts installed by the Navy at the former Recreation Hall site.
7. Old Business
 - a. Discussion of Information Received from the Oregon Department of Fish and Wildlife (ODFW) on Elk Fencing – Ms. Bradley gave a brief overview of past discussions. General discussion was held with Herman Biederbeck of ODFW. The board reached **consensus** to not move forward with the recommendation from the work group to fence around the entire Port property.
 - b. Discussion of By-laws of the Port of Tillamook Bay Board of Commissioners (FIFTH DRAFT) (30 minutes) – Ms. Bradley and Mr. Palter went through the latest draft of proposed bylaws with the Board providing changes. **Commissioner Young moved to approve the current copy of the bylaws with the discussed changes. Commissioner Beveridge seconded the motion. No discussion. Motion passed (4-1) Commission Olsen voted nay.**
8. Other Business
 - a. Discussion Regarding FEMA Alternate Project 2.14 (Greenhouses) – *(Requested by Commissioner Olsen)* – Presentation by Shelly Bowe and Taylor Larson of Food Roots – Ms. Bowe and Mr. Larson gave a brief history of Food Roots. They also gave an overview of the Hoop Houses proposed as an alternate project, as well as potential partnership for matching funds for the FEMA Project, as well as how to move forward with a plan for leasing of the area. A general discussion followed. The board gave **consensus** for the General Manager to move forward with discussions with Food Roots.
 - b. Review and Approval of the Tillamook Lightwave Strategic Business Plan (Paul Levesque, TLW Board President) **(Action)** – Mr. Levesque and Mr. Palser presented the Strategic Business Plan for

Tillamook Lightwave asking for approval from the Port Board. Commissioner Decker moved to approve the Strategic Business Plan for Tillamook Lightwave. Commissioner Beveridge seconded the motion. No discussion. Motion passed (5-0).

- c. Update on Attendance at Recent OPPA (Oregon Public Ports Association) Conference (Commissioner Olsen) – Commissioner Olsen gave a brief overview of the conference and his tour of the NOAA facility. A discussion was held regarding OPPA on how to reach consensus for funding projects for Oregon Ports as a whole, based on the white paper received from OPPA.

Commissioner Olsen Moved to support Oregon Public Ports Association on how to reach consensus for funding projects. Commissioner Decker seconded the motion. No Discussion. Motion passed (5-0).

- d. Discussion of Commission/Staff Christmas Event Date (Dec. 14); Port Staff Holiday Bonus – Consensus was reached to give the employees the same amount as FY 2011-2012.

9. Lease Orders - None

10. Communications

- a. Next Regular Meeting: 11/20/2012 – 6:00 p.m. at Building 5 (Officers' Mess Hall) – 6825 Officers Row (former School District Administration Building)

11. Commissioner Comments – Ms. Bradley offered some training videos to the board provided by Special Districts Association of Oregon. Videos will be available to check out.

12. Adjournment at 9:22 p.m.